

TIPS TO PREPARE FOR MOVING OUT OF YOUR UNIT

Cleaning Tips and Price List

The Residence Life Department wants to provide you with a few handy cleaning tips so that you can leave your room in tip top shape prior to checking out for the semester. We don't want you to be billed for any of the following reasons. We created this cleaning tip sheet so that you can clean early and have your room pass inspection when you check out with a staff member.

Contact a staff member to see what a sample room looks like that has been properly cleaned and would not result in any charges. Ask one of the custodial staff members in your building if you have any specific questions regarding cleaning your unit.

Cleaning Tips

- TRASH** - The Residence Life Department will provide trash bags for you to remove all trash from your room. You may pick up trash bags at the front desk.
- FLOORS** – The Residence Life Department will provide vacuum cleaners that you can check out from the front desk. Do not use a carpet freshener product on the carpet. You will need to sweep and mop tile floors; do not use any wax products on the floors, just clean with a mop and water. Wax products and carpet freshener products can damage the floors in the units. Brooms, dustpans and mops will be available for check out at the desk. Please do not sweep trash into hallway. To spot clean carpets, use damp warm water and blot the area or you can purchase a can of spot cleaner (follow directions on can).
- MICROWAVE** – Residents may place a cup/bowl of water in their microwave and turn it on for 40-90 seconds, and wipe to clean the microwave. All purpose cleaners can be used for tougher spots inside the microwave.
- STOVE** – Residents should clean the inside and outside of their stove, including the burner pans and racks. Degrease and clean the oven, broiler pan, drip pan, cook top, and knobs. Commercial oven cleaning products may be purchased to thoroughly clean the stove. Replacement pans may be purchased locally if necessary.
- REFRIGERATOR** (full size) – Residents should clean inside and outside, empty the ice bucket, clean the drawers and shelves and remove all food items. Commercial products may be purchased to clean the refrigerator.
- MICROFRIDGE** - clean inside, defrost, unplug and leave doors open. Commercial products may be used to clean the refrigerator and microwave unit. For the microwave, you can place a cup/bowl of water and turn it on for 40-90 seconds, and wipe to clean the microwave.
- BATHROOM** – Residents may purchase commercial cleaning products to thoroughly clean the sink, mirrors, toilet, bathtub/shower (remove all soap scum from walls). Toilet cleaning tip – pour two cups of vinegar in the toilet and let it sit for one hour, scrub to remove water ring. White vinegar may help remove rust spots also.
- ADHESIVES** - Remove all tape, sticky tack, thumb tacks, decals, etc. from walls, furniture and the ceiling. Make sure that the adhesive is completely removed without damaging the furniture or walls.

WINDOWS/BLINDS - Clean windows, windowsills and blinds using warm water or a commercial window cleaning product.

FURNITURE - Clean the furniture with commercial products (including ceiling fan, desk, bed, mattress, dresser, chairs, inside and outside of desk and dressers).

Below is a list of estimated cleaning / damage charges:

GENERAL NOTES

1. The student will be assessed the full replacement cost of furnishings, unless the Residence Life Department indicates that the item was in poor condition on the inventory sheet at move in.
2. This document is not all-inclusive and is intended to identify the most common charges based on experience. For damage and /or services not outlined in this document, Residence Life will calculate actual cost, which will then be assessed to the appropriate parties.
3. Prices below are estimates; charges may vary based on severity of each occurrence.

BEDROOM

Item Description	Repair Work	Item Replacement
Abandon Property (removal of property & storage)	\$275	
AC Grill/Vent Cover		\$75
Adhesive Removal Walls, Floors, Ceilings		\$100
Bed Frame		\$240
Book Shelf		\$200
Broken Window - varies by building		\$84 - \$225
Bulletin Board		\$75
Bunk Bed Pegs		\$25
Carpet tile		\$50 + \$15 per piece
Ceiling Damage		\$100 sq.ft
Ceiling Fan		\$90
Ceiling Fan Light Kit		\$60
Chair - Recover		\$75
Chair - Two Position		\$129
Chair - Vinyl		\$55
Closet Doors		\$175
Desk		\$270
Desk/Dresser Drawer		\$80 - \$100
Desk/Dresser Drawer Guides		\$60
Desk/Dresser Scratches	\$45 sq.ft.	
Dresser		\$296
Head Board		\$135
Improper Checkout		\$25
Mattress (full size)		\$180
Mattress (twin size)		\$150
Mattress Cover		\$25
Mirror		\$70
Paint Wall	\$125	
Paint/Refinish Door	\$100	

Picture / Poster Hanger		\$50
Room Number Signs		\$60
Wall Damage		\$100 sq.ft
Window Blind		\$75 - \$145
Window Screen	\$50	\$70

LIVING ROOM

Item Description	Repair Work	Item Replacement
Barstool		\$175
Ceiling Damage	\$100 sq.ft.	
Ceiling Fan		\$90
Ceiling Fan Light Kit		\$60
Coffee Table		\$183
Couch		\$679
Electrical Outlet		\$45
Electrical Outlet Plate		\$45
End Table		\$171
Entertainment Unit		\$325
Ethernet/Phone/Cable Outlet		\$60
Light Fixture		\$80
Light Switch		\$55
Lizzy Chair (Lodge and Village)		\$375
Nail Hole	\$45 + \$2/hole	
Paint Wall	\$125	
Screen Replacement		\$70
Switch Plate Cover		\$45
Thermostat		\$125
Wall Damage	\$100 sq.ft.	

KITCHEN

Item Description	Repair Work	Item Replacement
Burner Pan		\$25
Cabinet Door		\$125
Cabinet Scratches	\$45 sq.ft.	
Dishwasher		\$375
Garbage Disposal		\$110
Ice Maker		\$100
Ice Maker Bucket		\$50
Kitchen Table		\$290
Microfridge		\$395
Microwave		\$175
Microwave Plate		\$55
Refrigerator		\$563
Refrigerator Drawer		\$70
Refrigerator Rack		\$60
Stove		\$265 - \$525

DOORS AND HARDWARE

Item Description	Repair Work	Item Replacement
Door and hardware		\$475
Door closure		\$125
Door Hardware		\$205
Door frame and hardware		\$575
Door Card Swipe		\$1,275
Evacuation sign		\$65
Laminate boards on room door		\$45
Key Recore		\$70
Key - remake (only if bent or broken)		\$45
Key retrieval from elevator shaft		\$170
Kick plate		\$50
Peep Hole		\$60
Room Number Plate		\$65 (min)

BATHROOMS

Item Description	Repair Work	Item Replacement
Bathtub		\$325
Flush Valve toilet/urinal		\$105
Granite Counter Top		\$500
Lavatory		\$340
Lavatory faucet		\$100
Medicine cabinet		\$110
Medicine cabinet shelf		\$40
Mirror		\$70 (min)
Paper towel dispenser		\$63
Shower		\$375
Shower Curtain		\$45
Shower Curtain Rod		\$50
Shower Head		\$75
Shower/tub faucet		\$150
Towel Rod		\$50
Toilet		\$155
Toilet paper dispenser		\$63
Toilet Partition		\$375
Toilet Seat		\$50
Urinal		\$155

SAFETY

Item Description	Repair Work	Item Replacement
Candle (illegal appliances)	\$75 fine	
Emergency light		\$100
Exit Sign		\$100

Fire Alarm activation in Unit	\$125	
Fire Extinguisher		\$75
Horn/Strobe	\$105	\$175
Mays window unit EZ out		\$225
Pull Station	\$105	\$175
Safety Violations	\$50	
Smoke Detector	\$105	\$175
Sprinkler Head		\$150
Sprinkler Head Cover		\$60

CLEANING

Item Description	Repair Work	Cleaning Charge
Bathroom (entire)		\$125
Floors		\$75
Furniture		\$75
Improper Checkout		\$25
Microfridge		\$100
Microwave		\$75
Pet (exterminator fees)		\$90
Refrigerator		\$125
Sink		\$50
Toilet		\$50
Trash Removal		\$75
Tub/Shower		\$75

Clean Entire Unit:

	Whole Unit	Per roommate
Todd, Hall 10, Mays, Hall 14, Griffith, Kerr	\$300	\$150
Hall 16	\$375	\$188
Wisely, North, South, Steen, Hall 20	\$475	\$238
Lumberjack Landing	\$500	\$250
Lodge	\$550	\$275 2BR / \$137.50 4BR
Village A unit	\$550	\$275
Village B unit	\$650	\$325
University Woods	\$650	\$325 1BR / \$162.50 2BR